



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

FORENSIC AUTOPSY TECHNICIAN

Job Number: 20000942

Job Code: 40600V000101

Job Group: 4000 - HEALTH SCIENCE AND LABORATORY

Job Established: 08/16/1998

Job Revised: 08/16/2010

Grade: 11 Salary (MIN - MID):

\$13,581-\$17,990 - Hourly

\$2,206.92-\$2,923.38 - 37.5 Hr. Monthly Salary

\$2,354.04-\$3,118.28 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Under supervision of the State Medical Examiner's Office Forensic Pathologist, performs a variety of well-defined procedures by assisting forensic experts in processing complex cases requiring advanced forensic techniques. Assists forensic pathologists and forensic anthropologists, odontologists and criminalists in conducting medicolegal autopsies; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate

EXPERIENCE:

Must have one year of experience as an autopsy technician, licensed embalmer, sworn law enforcement officer, certified coroner or deputy coroner.

Substitute EDUCATION for EXPERIENCE:

Certification as a radiological technician, medical laboratory technologist or an operating room technician or licensure as a practical nurse or registered nurse will substitute for the required experience. Certification as an emergency medical technician supplemented by four years experience will substitute for the required experience. A bachelor's degree in a biological science or criminal justice will substitute for the one year of required experience.

Substitute EXPERIENCE for EDUCATION:

None

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Receives and makes calls relating to conducting medicolegal autopsies. Receives, documents and releases decedents undergoing medicolegal autopsies into/from the morgue and transports bodies to/from morgue and to/from autopsy suite. Lifts bodies on to and off of fixed autopsy tables to gurneys. Prepares appropriate instruments for conducting a medicolegal autopsy. Selects appropriate forms, diagrams and containers and prepares labeling for containers and laboratory submission slips. Assists forensic personnel in photographing of wounds, injuries and distinguishing body characteristics. Assists in the collection of trace evidence and in the maintenance of the chain of custody of all evidence collected. Insures that indicated x-rays are taken and developed, either by operating available equipment or notifying appropriate personnel. Assists in dissecting the body, including evisceration and the removal of the brain and spinal cord when indicated. Assists with proper collection and storage of body fluids for chemical tests, the retrieval of appropriate tissues for specific tests and the removal of foreign bodies and material for evidentiary purposes with maintenance of chain of custody and delivery to law enforcement officials and other proper authorities. Cleans and restores body to its former state of integrity for release, disposes of tissues according to established procedures, and collects and stores tissues in fixed or fresh condition, as appropriate. Cleans autopsy suite and autopsy instruments making sure they are in proper working order after completion of the medicolegal autopsy. Insures maintenance of an adequate stock of necessary equipment and supplies for conducting medicology autopsies. Adheres to standard universal precautions regarding body fluids and biologic materials. Maintains autopsy suite and storage areas in a neat and safe condition.

UNIQUE PHYSICAL REQUIREMENTS:

The work requires standing for long periods of time and assisting in lifting dead bodies.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

May have some contact with contagious diseases. Regular handling of sharp surgical instruments. Regular exposure to noxious odors and chemicals.

ADDITIONAL REQUIREMENTS:

Upon appointment, employees in this class may be required to maintain a valid driver's license and required to drive a licensed vehicle. This status may be necessary for the length of time in this class. If this is necessary it will be listed in the specific position description for that position. Applicants and employees in this job title may be required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.